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OCTOBER — DECEMBER
1979



RETURN TO BASEMENT

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Ontario Dental Nurses & Assistants Association



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INDEX

2. Editorial
3. President's Message
- 4-6. "Importance of Communicating, Working Conditions in the Dental Office" by Dr. D. Atkins; Dr. R. Ellis and Mr. Kobayashi.
- 7-9. Winter Clinic Program and Registration
10. C.D.N. & A.A. President's Message
11. C.D.N. & A.A. Board of Directors Meeting Report
- 12-13. New 1979-80 Executive Officers
14. "Working with the Elderly Patient — the Role of the Dental Nurse" by Dr. I. Lightman
15. National Certification
16. Accreditation Division — Chairman's Message
17. Kawartha and District Clinic Day Registration
18. Letters to the Editor
19. Affiliated Association News — Past Events
- 20-22. Affiliated Association News — Upcoming Events
23. O.D.N. & A.A. Board of Directors Listing 1979-80
24. O.D.N. & A.A. Accreditation Division Board of Governors Listing 1979-80

ADVERTISING INDEX

15. Canadian Fund for Dental Education
16. E. J. Pow Laboratories Inc.

PUBLIC NOTICES

3. Seneca College Health Sciences
17. George Brown College

LUCKY DRAW NUMBER

0067

Watch this spot in your next issue of the Journal for the winning number in our "Lucky Draw". The prize will be donated courtesy of Max Hanna, D.T., London, Ontario.

DEADLINE DATE FOR THE NEXT ISSUE OF THE JOURNAL (JAN.- MARCH) — JAN. 9, 1980
(Submitted to the Editor before the above date)

SUBSCRIPTION RATE: \$10.00 per year payable January 1 for non-members. A subscription to the Journal is included with an Ontario Dental Nurses and Assistants Association Membership.
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THE OPINIONS EXPRESSED IN THE ARTICLES ARE THOSE OF THE AUTHOR AND DO NOT NECESSARILY REPRESENT THE VIEWS OF THE ONTARIO DENTAL NURSES AND ASSISTANTS ASSOCIATION OR THE EDITOR.

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Ontario Dental Nurses & Assistants Association



EDITORIAL

After a delightfully long Summer, I expect that everyone is prepared to surge ahead into another year of excitement with the Ontario Dental Nurses and Assistants Association.

Be sure to turn to the centrefold of this issue to meet your new Executive Board Members of the O.D.N. & A.A. (Board of Directors) and the Board of Governors of the Accreditation Division. These people are the nucleus of your Association and they need your support to keep the Association thriving and strong.

I would like to welcome all the new graduate members to our Association. I hope the Journal is an informative guide for you, as well as good reading. Refer to the back of your Journal for the Affiliated Association News on Coming Events and the address listings in the event that you may wish to contact a representative regarding a problem you may be having or some information that you may wish to acquire. An attempt has been made to keep all the names, addresses and phone numbers in one area for your convenience.

DON'T FORGET that there is a competition for the best Journal Article submitted between September 1979 and May 1980. It is quite an honor to be chosen as a winner of the first or second prize trophy. The winners are presented with their trophies at the O.D.A. Convention in the Spring. It was unfortunate that this year there were so few entries for judging, that the Second Prize had to be presented to someone outside our Association. I feel certain that there is enough interest in our Association that this will not occur again in future years.

The Winter Clinic Program and Registration Form are published in this issue. Please make your plans immediately and mail in your advance registration without delay.

I should point out at this time that when submitting material for the Journal, I receive in far too many instances, meaningless slips of paper with unexplained material on them. Please! All material must be accompanied by a letter, identifying the writer & region and explaining in what section of the Journal you would like it placed, or in some cases, explaining that the material is being submitted by request, etc. This occurs most commonly with our own O.D.N. & A.A. members. Your consideration and co-operation in this matter will be most appreciated.

We are now entering the first term of office of our new President, Patricia Howes. Let us all wish Pat the very best and give her all the full support that she will require to carry out her duties.

DON'T WAIT FOR YOUR TURN to contribute to your Journal — instead, TAKE YOUR TURN NOW! 🐾

HEATHER A. NIKOLAEW
Editor

JOURNAL CONTEST ENTRIES

Want your name on a Trophy Award list next year? Write an article or two for the Journal. This contest is open to all Dental Assistants and Dental Assistant students. It may be any length or subject (preferably dentistry).

Submit your article to:
Mrs. Heather A. Nikolaew
Editor, O.D.A. & A.A. Journal,
113 Cathcart Street,
London, Ontario N6C 3M2

MEMBERSHIP

Ann Phippen, our Executive Director, would like to announce that membership notices will be mailed shortly. Please reply early. (Return both copies please)

This is your organization, but it can only represent you if you make your views known. Members are asked to give their suggestions in writing to their Representative. With each Affiliated Association having representation on our Board of Directors, the Representatives will forward your suggestions to myself, Pat Howes or Ann Phippen at our Board Meetings.

Please help the Executive of this Association to serve more efficiently by working with your elected Representative to our Board.

PAT MILLER,
Membership Chairman

PRESIDENT'S MESSAGE



With another relaxing Summer behind us, it seems that now is a great time to get back into our Association business with new ideas and renewed enthusiasm. I sincerely hope that each member will put forth a special effort to attend the monthly meetings of her Affiliate Association and I would like, at this time, to extend my best wishes to all our new Affiliate Association Executives for a successful 1979-1980 term.

My goals this year as your President are: a) to improve communication with Affiliate Associations, b) to seek approval and endorsement by the Ontario Dental Association of the "Employment Guidelines" committee report, c) to maintain our close association with the Ontario Dental Association, and the Ontario Dental Hygienists Association. d) To set up standard procedures in each Affiliate Association for job placement services, and e) to improve our public image. These goals cannot be reached without the support of our members, both on a local and provincial level.

This year, for the first time we are holding a special "Students Day" on Wednesday, November 21st, at the Royal York Hotel. Students from all accredited dental assisting courses in the province have been invited to attend this day of educational lectures, and will receive information about our Association. I look forward to meeting our student members and their educators on this day, which I hope will become a yearly event. Many thanks to Margaret Deichert and Patricia Miller for their time and efforts on arranging this day.

Winter Clinic is to be held on Thursday, November 22, at the Royal York Hotel. I strongly urge all members to pre-register for this day, as attendance will be limited. The subjects chosen by our lecturers deal with

very timely topics, and should be of great interest to all members. To Nancy Block and Susan Hurn, I extend my sincere appreciation for planning this programme.

This August, I had the privilege of representing the province as board representative, at the C.D.N. & A.A. Board meetings in Lethbridge, Alberta. What a terrific experience for me to meet and talk with representatives from each province, as well as our C.D.N. & A.A. President, Marlane Pacquin, and her executive! Many important decisions were made at this meeting, of which you will be notified in your C.D.N. & A.A. Journal. It was most interesting for me to discover that each and every representative voiced the same questions and difficulties that we have in Ontario. I also became aware of how fortunate we are in Ontario to come from a province which offers us so many Continued Education Courses. Accredited Dental Assisting Courses, Conventions, and representation on many O.D.A. committees, as well as the O.D.A. Board. A majority of the Provincial Associations have neither provisions for holding Conventions with the Dental Societies nor representation on their Boards and Committees! From the smallest Association (Nova Scotia) with 23 members, to the largest, (our own) with 1781 members, I discovered that we all have a common bond; enthusiasm and the belief that our profession is very special and very important to us all. In order to keep our profession at the same high calibre we require your continued participation and efforts for improvement.

PATRICIA M. HOWES, C.D.A.
President, O.D.N. & A.A.

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"Everything you always wanted to know about four-handed dentistry, but were afraid to ask."

The benefits of this teamwork approach serve to minimize stress and fatigue for the dentist during the process of delivering dental services to patients, and increase productivity of a dental practice while maintaining a high standard of quality in the dental services that are delivered.



Guest lecturer:

Dr. Joseph E. Chasteen,
Assistant Professor of Dentistry,
University of Michigan
Author of: *The Essentials of Clinical Dental Assisting*
and *Four-Handed Dentistry in Clinical Practice*.

A seminar/workshop for dentists and their assistants on November 9, 10, 11, 1979.

For registration and further information call —
494-8900, Local 68

SENECA COLLEGE HEALTH SCIENCES
1255 Sheppard Ave. East
Willowdale, Ontario M2K 1E2

Importance of communicating working conditions in the dental office

D. Atkins, DDS, DDPH, MSC, FRCD(C); R.L. Ellis, DDS, DDPH, MSC, FRCD(C) and D. Kobayashi, BSc

Dr. Atkins is Dean, Allied Health Auxiliaries, George Brown College. Dr. Ellis is Associate Professor, Department of Community Dentistry, University of Toronto. Mr. Kobayashi is a third year dental student, University of Toronto.

Among the plethora of duties and responsibilities which must be exercised by the modern dental practitioner are those relating directly to the employer/employee function.

This is of concern because indications have appeared in the literature over the past few years that the dental profession does not have clearly conceived notions with regard to personnel management. As an example:

"At the 1975 House of Delegates session of the American Dental Assistants Association, the words collective bargaining and unionization were discussed and members voted to evaluate this situation . . . this shouldn't be construed as an act of aggressiveness but it must certainly indicate a general air of unhappiness.¹

In order to ascertain the working conditions of dental auxiliaries in Ontario, a survey form was mailed out in the summer of 1977 to 1,000 dentists selected at random. The format of the questionnaire was based on topics as outlined in an Ontario Dental Association memorandum dated April 4, 1977 which recommended the establishment and maintenance of an office manual with regard to guidelines for dental auxiliaries working in private dental offices. The topics to be surveyed were classified under three major headings: salaries, fringe benefits and office policies.

Of the 1,000 questionnaires sent out, 310 responses were received, but because of incomplete information or identification only 276 of those questionnaires returned were used. Therefore, the data presented in this report is based on the returns of the respondents who may differ from nonrespondents in a number of

areas. However, the respondents represented different geographic locations and different sized communities similar to the geographic distribution of all Ontario dentists.

Returned questionnaires were coded and assigned identification numbers. Pre-coded data was then key-punched into computer cards and edited by computer.

Salaries

The most sensitive question to ask any employer concerns salaries; however, all questionnaires received from the 276 respondents provided salary figures. Table I and Table II indicate the range of responses given by providing the minimum and maximum as well as the mean (average) and the mode (most common response). In many instances the minimum and maximum figure shown represents just one individual.

The salaries were standardized on a weekly basis using a 37½-hour-week where hourly or daily figures were provided.

One statistic that should be noted is the number of responses (out of 276) for each employee type. For example, only 35 of the dentist respondents employed preventive dental assistants while only 10 employed dental hygienists with expanded duties. Both of these auxiliaries in 1977 were only recently available from the various auxiliary training programs and, therefore, are not necessarily representative of the future market place.

The data does show an upward trend in salaries offered as the auxiliary responsibility increases plus a significant difference in starting salary and maximum salary potential. With respect to salary compensation, the receptionist seemed to equate to the certified dental assistant category.

TABLE I
Starting Salaries of Different Dental Auxiliary Categories

	Uncertified Dental Assistants	Certified Dental Assistants	Preventive Dental Assistants	Dental Hygienists	Dental Hygienists Expanded Duties	Receptionist
Mean	\$148.00	\$165.00	\$187.00	\$328.00	\$431.00	\$160.00
Mode	168.00	168.00	168.00	336.00	364.00	168.00
Minimum	101.00	112.00	112.00	157.00	252.00	84.00
Maximum	226.00	246.00	280.00	560.00	661.00	289.00
Respondents	169/276	137/276	35/276	78/276	10/276	173/276

TABLE II **Maximum Salaries of Different Dental Auxiliary Categories**

	Uncertified Dental Assistants	Certified Dental Assistants	Preventive Dental Assistants	Dental Hygienists	Dental Hygienists Expanded Duties	Receptionist
Mean	\$190.00	\$212.00	\$249.00	\$407.00	\$466.00	\$202.00
Mode	168.00	224.00	224.00	392.00	420.00	224.00
Minimum	118.00	128.00	179.00	224.00	336.00	123.00
Maximum	302.00	392.00	480.00	560.00	661.00	392.00
Respondents	144/276	124/276	35/276	64/276	9/276	152/276

Fringe benefits

Many dental auxiliaries working in public health centers or clinics are members of a local of the Canadian Union of Public Employees. As such, the C.U.P.E. agreement provides comprehensive detail regarding fringe benefits; in many instances these amount to an additional 20 to 25 per cent of basic salary received by an auxiliary.

In the survey responses of private practice it would seem that the opposite was true. In fact very few benefits were provided to the employees except for those working in larger group practices. Of more concern is the fact that only 29.9 per cent had a *written* policy as to what fringe benefits are or are not provided to employees.

The O.D.A. memorandum of April 4, 1977 suggested a number of fringe benefits which could be considered by the employer, including those in solo private practice. Table III lists 11 areas with respective answers from the 276 offices responding.

The number of weeks of paid vacation varied markedly with only five offices claiming no paid vacation (part-time employees) despite the fact that the Employment Standards Act requires an employer to provide a "vacation" pay of at least four per cent of the total pay of the employee during the year. Eighty per cent of employers had some provision for sick leave even though there is no provision in Ontario's labour law for sick leave. However, very few offices took advantage of income protection insurance available for dental auxiliary personnel through, for example, C.D.S.P.I.

Except for free dental services and bonuses which in most cases were not spelled out in a written office policy, very few other fringe benefits were provided.

Some offices did provide an allowance towards uniforms.

Office policies

While salary compensation and fringe benefits are of most importance to the employees, many offices seemed to give higher response to having personal office policies. However, once again, only 29.9 per cent put these policies in writing. Table IV provides questionnaire responses to various office policies.

Most of the offices responding did have a probationary period varying from two to 12 weeks for the auxiliary staff before a basic salary was established and fringe benefits were provided. This apparently allows for an assessment by both parties, employer and employee, to consider the working relations with each other. The problem seems to be that many employer-dentists (70.1%) do not have a written office policy but rather leave such delicate matters of salary increases, free dental services, or vacation period as a verbal agreement, if any agreement at all is established.

TABLE IV
Office Policies in Existence or Not
by Percentage Response

	Yes %	No %
Probation Period	83.8	16.2
Regular Increases	86.7	13.3
Overtime	22.4	77.6
Notice of Dismissal.....	79.5	20.5
Personal Regulations i.e. Smoking, Dress code.....	53.7	46.3
Written Policy.....	29.9	70.1

TABLE III **Fringe Benefits Provided or Not Provided to Dental Auxiliaries by Percentage Response**

	Paid	Allowance	Not Paid
OHIP Premiums	4.6	0.8	94.7
Life or Income Protection Insurance	5.7	0.4	93.9
Free Dental Services	81.9	4.1	14.1
Bonuses	75.5	—	24.5
Pension Plan	4.2	—	95.8
Cost of Living Allowance	24.5	0.4	75.1
Convention/Continuing Education.....	42.8	19.1	38.1
Licence Fee/Assoc. Dues	11.7	4.2	84.1
Uniforms Provided.....	15.3	16.8	67.9
Paid Vacation	98.2	—	1.8
Paid Sick Leave	80.3	—	19.7
Written Policy	29.9	—	70.1

Clarifying employment policies

From the foregoing responses, it is apparent that there are many factors which could be included in the dentist-dental auxiliary relationship, as in all employer-employee situations. Dental auxiliaries, as employees, expect clarification on these areas as well as on salary issues. Dentists, as employers, should outline office policies in this regard and be aware of legal regulations of the Employment Standards Act² and Human Rights Code.³

It would seem obvious that all employment policies, including fringe benefits and office philosophies, should be fully discussed during an interview conducted prior to the employment of the dental auxiliary. These policies should be in a *written* form since, far too often, areas of vagueness from a verbal agreement cause conflict and misunderstanding.

From the results of this survey and written comments received, it appears that the following areas should be discussed with the new employee and that the dentist as employer should weight the merit of each of these considerations, applying those which are suitable to the particular office philosophy:

1. A conditional period of employment of from one to three months is something to be considered. It gives both the employer and the employee an opportunity to evaluate the work situation. At the end of this time, the situation can be re-evaluated by both parties and employment either continued or terminated.

2. According to the Employment Standards Act, the minimum wage in Ontario as of January, 1979 is \$3.00 an hour; however, the survey averages in all categories of dental auxiliaries showed figures well in excess of these figures. What should be of equal importance with respect to salaries is the assurance that the starting salary for the employee is based on working experience of the auxiliary and other related employee categories. Is there an increase in salary after the probation period and are raises then given on a regular basis? With regards to intraoral auxiliaries, is a straight salary established or is employment based on salary plus commission or straight commission?

3. Once again, according to the Employment Standards Act, employees who have completed 12 months of employment are entitled to an annual vacation of two weeks with pay. This works out to approximately four per cent of total pay for the employee. The employer has the right to determine the period when an employee may take his/her vacation but every effort should be made to consider the wishes of the employee in this matter.

4. According to the Employment Standards Act, there is no provision for sick leave. It is a matter for the individual dental office to consider. A policy should be established with regard to how many employee sick days are included per month in the employment contract. If there have been no days off due to illness, should this time accumulate as extra vacation? Some offices include a financial bonus as an incentive not to be ill in lieu of sick leave.

5. Employees are entitled to seven statutory holidays with pay but, to qualify for a paid statutory holiday, an employee must be employed for the three months immediately prior to the holiday, must work 12 of the 30 days preceding the holiday and must work on the

regular day of employment preceding and following the holiday.

6. With respect to free dental services, clarification of whether this includes employees only or members of their families as well should be made. If the office wishes to provide this benefit, the extent of the work to be provided and the time of the provision should be clarified. If dental work is not provided to the employees, is the employee allowed time away from regular office hours without loss of salary to have this health service provided elsewhere?

7. The employer-dentist may deduct the cost of the employees uniforms provided that the amount has been declared as income by the employee, while the employees may deduct up to \$150.00 under their employment expense deduction. Likewise, the employer may deduct the cost of continuing education and conventions. Of greater importance is the employer responsibility to establish policy regarding employee participation in continuing education activities and conventions. Is there a loss of salary for the employee while attending courses and/or conventions; does the employer pay either in part or in full for these courses and/or conventions that are to be supported?

8. Such fringe benefits as OHIP premiums, life or income protection insurance, pension plans and other health plans are of importance especially to the career-minded dental auxiliary who envisions a lengthy employment in a particular dental practice. Access to these benefits are now available to the employer-dentist and can be an important consideration in office enticements for highly qualified personnel.

9. The Employment Standards Act has been amended to require *written* notice of termination of employment for those who have been employed for at least three months. The minimum amount of notice required is related to the length of employment. In all cases, separating employees are entitled to receive vacation pay of four per cent.

10. Finally, levels of competency should be recognized as dental auxiliaries advance through study and personal initiative. This recognition should preferably be by tangible salary increases or bonuses. Many dental auxiliaries with initiative may feel boxed into very confining areas. It is very much to the advantage of the dentist as an employer to provide his/her dental auxiliaries with the scope to develop their talents, abilities and skills.

Personal contact and communication with each individual in the employer-employee matrix is of vital importance to a congenial and productive work environment. An important step in developing those factors is by means of clear office policies which are discussed initially and provided in *writing* for the information of all parties. Dental auxiliaries are employees and, therefore, dentists are employers!

Editor's Note:

Since the survey referred to was carried out in late 1977, the salary figures in Tables I and II include an additional 12 per cent to more closely equate to mid 1979; the fringe benefit and office regulation principles remain exactly the same.

This article has been reprinted with the permission of Dr. R. L. Ellis.



On behalf of the O.D.N. & A.A., I would like to extend a personal invitation to all Dental Nurses and Assistants to attend our Annual Winter Clinic meeting, to be held on Thursday, November 22, 1979 at the Royal York Hotel. We are very proud to present to you what we think is the most dynamic program in recent years. We are offering you the choice of two outstanding all day speakers.

Dr. W. K. Hettenhausen from Thunder Bay, spoke to the O.D.H.A. at May Convention '79 and received rave reviews. Special thanks go to the Academy of Dentistry for sharing with us two of the most popular clinicians in North America, Naomi and Jim Rhode from Arizona.

I would also like to **urge** those who are planning on attending this year's program to register as early as possible, for the following reasons; The registration desk is only going to be opened in the morning of Winter Clinic, the Winter Clinic Committee must know how many are planning to attend, in order to prevent the long line-ups and waiting.

Please pre-register before November 9, 1979.

Hope to see you all bright and early Thursday, November 22, at the Royal York Hotel, Toronto.

NANCY BLOCK — Winter Clinic

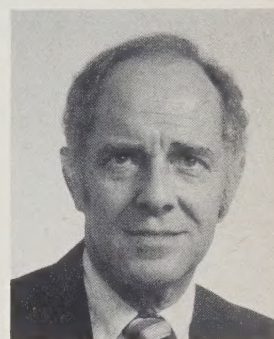
I take pleasure in inviting you to attend our 42nd Annual Winter Clinic on Thursday, November 22, 1979.

Through the able efforts of Nancy Block and her Committee, an outstanding clinical programme has been arranged for you.

Naomi and Jim Rhode from Arizona, two of the most sought after clinicians in North America today, will certainly fulfill all expectations for those who attend.

Please reserve this date and register early.

DR. L. SHAPIRA, D.D.S.
Winter Clinic Chairman
Academy of Dentistry, Toronto



WINTER CLINIC "STUDENT DAY" PROGRAM of the ONTARIO DENTAL NURSES & ASSISTANTS ASSOCIATION ACCREDITATION DIVISION

ROYAL YORK HOTEL, Toronto — Wednesday, November 21, 1979

8:30 a.m.	Registration.....	Confederation Room
9:15 a.m.	Opening Ceremonies.....	Confederation Room
	O.D.N. & A.A. Accreditation Chairman Margaret Deichert	
9:30 a.m.	Eva Young, Sales Manager, Amalgamated Dental Topic - "The Dental Industry & You"	Confederation Room
11:00 a.m.	Table Clinics.....	Confederation Room
12:00 Noon	Luncheon.....	Upper Canada Room
2:00 p.m.	Wm. J. Lind, Den-tal-ez Mfg. Co. Topic — "Team Dentistry"	Confederation Room
3:30 p.m.	O.D.N. & A.A. Membership & Certification Panel Discussion.....	Confederation Room
4:30 —		
5:30 p.m.	Visit Commercial Exhibits of "Dentascop"	

ALL STUDENTS MUST BE PRE-REGISTERED BY THEIR CLASS CO-ORDINATOR



Dr. W. K. Hettenhausen DDS, Thunder Bay, Ontario

Dr. Hettenhausen graduated in 1972 from the University of Toronto, Faculty of Dentistry. He received the Hugh Alexander Hoskin Award for high standing in Oral Diagnosis and was also awarded the Canadian Oral Prophylaxis Gold Medal. He practiced General Dentistry for 3 years in Ontario and for 9 months in India and Sri Lanka, Ceylon.

Due to an overwhelming desire to promote preventative dentistry, Dr. Hettenhausen founded the "Your Teeth for a Lifetime" Preventative Dentistry Foundation in 1978.

For the past two and one half years his practice has been strictly limited to teaching primary prevention (defensive dentistry, self-care and nutrition), co-ordinating the Preventive Department of the Thunder Bay Dental Centre and giving public lectures to civil and social groups. Dr. Hettenhausen's enthusiasm towards "preventicare" is truly infectious!

Mr. Jim Rhode, Phoenix, Arizona

Jim Rhode, as President of Semantodontics, Inc., has for the last 10 years developed and presented scores of Seminars and Workshops on practice administration and effective communications. The thousands of progressive dentists, spouses and staff who have heard Jim speak agree he provides a much needed and stimulating future orientation.

From his years in industry as a long-range planner with American Can Company and Celanese Corporation, Jim brings to dentistry dozens of practice building ideas and creative concepts. His extensive experience in the business world ranges from human engineering principles to financial analysis, work simplification and long-range planning.

Jim serves on the Preventive Medicine Council of the Central Arizona Health Systems Agency (HSA) and has chaired several task committees. He is a member of the Society for Advancement of Management and the National Speakers Association.

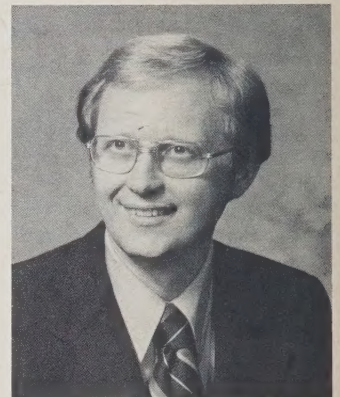
Jim's philosophy is best summarized by the proverb: Any enterprise is built by wise planning . . . becomes strong through common sense . . . and profits wonderfully by keeping abreast of the facts.

A decade ago there was evidence of a severe shortage of dentists in the United States and Canada. As a result the supply of dentists was increased by "doubling and tripling" the number of dental school graduates.

Jim Rhode, a long-range planner, will present data on how the "supply versus demand" has flip-flopped. He will do this by applying the same logic and time tested methods used by major corporations.

He will explore such relevant questions as "What Effect Will the Dramatic Reduction in Birthrate have on the Practice You Work For., How About the Effect of Prevention (it's really working!)"

This most timely discussion will give you a STRATEGY to meet the challenges of the future.

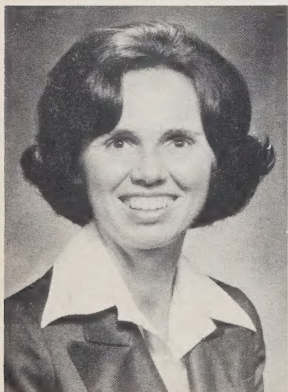


Naomi Rhode is a graduate dental hygienist from the University of Minnesota with extensive private practice experience. As a highly successful "people person" she is eminently qualified for leadership in interpersonal communications and motivation.

Naomi is the editor of the Semantodontics' Professional Book Club and is a contributor to NEXUS, a newsletter for dentists and staff. She is past president of the Arizona State Dental Hygienist Association, a member of the Phoenix College Dental Advisory Board and a member of the National Speakers Association.

For the multitudes who have heard her, Naomi's warmth, enthusiasm and communication skills have made her a "remembered experience". Each year she speaks extensively at seminars, association meetings and conventions sharing her unique insights in staff training, motivation and human self-esteem. In addition, she is a clinician and leader at the semi-annual Maui Series Seminars in Hawaii and Practice Planning Workshops in various locations throughout the United States and Canada.

In the afternoon, Mr. and Mrs. Rhode will give an inspiring presentation on topics such as: The Meaning of Gifts, Effective Telephone Techniques, Staff Roles in Preventive Dentistry, Prevention of Tension, How We Learn . . . The Challenge of Changes.



WINTER CLINIC PROGRAM

of the
ONTARIO DENTAL NURSES AND ASSISTANTS ASSOCIATION

ROYAL YORK HOTEL, TORONTO — THURSDAY, NOVEMBER 22, 1979

8:30 A.M. Registration — Nancy Block, C.D.A. — Ontario Room

9:15 A.M. Opening Ceremonies
Winter Clinic Chairperson — Susan Hurn, P.D.A.
President, Academy of Dentistry — Dr. Robert Pick — Ontario Room

9:30 A.M. Dr. W. K. Hettenhausen, Thunder Bay
"Advances in Preventive Dentistry, Session I: Your Teeth for a Lifetime" — Ontario Room

or

Mr. Jim Rhode, Phoenix, Arizona
"Trends that will really change your practice in the 80's" — Ballroom

12:30 P.M. Luncheon - Canadian Room

2:00 P.M. Dr. W. K. Hettenhausen
"Advances in Preventive Dentistry, Session II: Nutrition for All Ages" — Ontario Room

or

Mr. Jim and Mrs. Naomi Rhode
"Winning through Interpersonal Relationships — A Strategy for Team Effectiveness" — Ballroom

3:30 P.M. Commercial Exhibits

7:30 P.M. Table Clinics - Ballroom

REGISTRATION FORM

Mail To: Miss Nancy Block
c/o Dr. Randy Lang
2183 Davebrook Road, Mississauga, Ontario L5J 3M4

Dental Nurses and Assistants — \$20.00 (this fee includes the Luncheon with the Doctors)

Pre-registration date: November 9, 1979

Make cheques payable to O.D.N.A.A. - Winter Clinic

I will attend the Luncheon _____

_____ amount

Name _____

Address _____

Receipt issued to _____

Tickets may be picked up at the Registration Desk outside the Ontario Room.

No tickets will be mailed.

Please DO NOT remit your fee with the Doctor's registration cheque.

A MESSAGE FROM THE C.D.N. & A.A. PRESIDENT



It gave me great pleasure to be able to attend the O.D.N. & A.A. Annual Convention as my first official function as C.D.N.A.A. President. My very first official function as a Board member of C.D.N.A.A. was also at a convention organized by the O.D.N. & A.A. and so for me it was like coming home to old friends and new. From my view point it was a very successful convention which I was pleased to

be able to share with you.

I would like to take this opportunity to make a few comments regarding decisions made at your Annual Meeting.

As C.D.N.A.A. President, I must regret your decision to implement voluntary membership. However, as an observer I can somewhat understand why it has come to be. Concerns that I have personally, in this regard, I wish to elaborate on at this time.

1. Portability — one of the main concerns expressed by the O.D.N. & A.A. will *never* happen on a provincial basis and will only be possible on a national level.

The government or the C.D.A. look only at numbers and will not even consider our requests in this direction without considerably higher percentages of possible members participating in our Associations not only in Ontario but on the national level.

We must have a standardization level of education and that must be dealt with on the national level.

2. Voting Representation on the C.D.N.A.A. Board — All provinces have:

- (a) one member by virtue of the Charter
- (b) one additional member per each 1000 members
- (c) voting representatives not to exceed 3 members

DO YOU KNOW? That Ontario is currently the only Association to have two votes on the C.D.N.A.A. Board by virtue of the aforementioned statement.

3. National Certification:

- (a) C.D.N.A.A. members only may apply for national certification.
- (b) to maintain your national certification you must maintain **tri-level membership**.

4. Insurance programs and Registered Retirement Savings Plan:

- (a) C.D.N.A.A. members only may apply and membership must be maintained for the group rates to apply.
- (b) Due to the numbers participating you receive the lowest possible rates.

5. NAIT Level I and Level II

- (a) any dental assistant in Canada may now receive a basic dental assisting program.
- (b) Level II courses are now being developed by the Council on Certification.
- (c) Level I & Level II status on the national level are available only to C.D.N.A.A. members.

6. DO YOU KNOW? That each province must maintain a high level of percentage of potential members participating in C.D.N.A.A. to receive the benefit of full payment by C.D.N.A.A. for official voting representatives to national meetings.

7. Continuing Education:

- (a) courses are available to C.D.N.A.A. members at a considerably lower cost while nationally certified dental assistants receive an even further discount on fees.
- (b) these courses are available to all dental assistants in Canada making it possible for anyone to upgrade their education not just those members living close to large centres.
- (c) each course is worth 10 points of continuing education for renewal of certification.

8. Recognition: Not just on a provincial basis but on a national level is beneficial to our Associations and profession as a whole. Recognition of professional status comes on the national level in many forms, for example, pins for National Certification & Level I, certificates, awards to achievement and table clinics, charms, pins for outstanding service.

DO YOU KNOW WHERE YOU ARE CURRENTLY REPRESENTED BY C.D.N.A.A. ON GOVERNMENT AND C.D.A. COMMITTEES?

- 1. National Dental Manpower Committee
- 2. National Salary Guidelines Committee
- 3. Dept. of National Health & Welfare
- 4. Survey Policy and Accreditation Committee — C.D.A.
- 5. Health Care Council — C.D.A.
- 6. Council on Education — C.D.A.
- 7. Committee on Public Information — C.D.A.
- 8. Auxiliary Liaison Committee — C.D.N.A.A. — C.D.H.A. — S.D.N.A.

I realize that the O.D.N. & A.A., as your governing body, is extremely active and functions very well as your provincial association but I urge you to take a look to the future of dental auxiliaries as a profession on the national and worldwide scale as opposed to a profession ending in your province of Ontario. In these days of such a transient nation we never really know where we will be tomorrow no matter how secure we may seem to be today. Please don't limit your thoughts, desires and ambitions for your chosen profession to one province. Only by a united and persistent effort thru a National Organization, representing all provinces and territories in our nation, may we hope to attain the recognition and previously mentioned desires and ambitions for our profession.

E. MARLANE PAQUIN
President, C.D.N.A.A.

CANADIAN DENTAL NURSES & ASSISTANTS ASSOCIATION

BOARD OF DIRECTORS MEETING

Lethbridge, Alberta — August 25 & 26, 1979

1. The C.D.N. & A.A. is pleased to offer the following benefits of membership:

- (a) A professional Journal which is published quarterly and is received by all members at no additional charge.
- (b) The National Certification program whereby dental assistants receive national recognition for their educational background and may through the continuing education courses offered by the Council on Certification continually upgrade their education.
- (c) The C.D.N. & A.A. is pleased to have two insurance programs available at group rates for its Members. They are Manu-Life Registered Retirement Savings Plan and the Mutual of Omaha Sickness, Disability and Income Protection Plan. Because of the number of members enrolled in these plans the lowest possible group rate is available.
- (d) Continuing education programs — the Council on Certification has available to all members of the C.D.N. & A.A. a large number of these programs by which the dental assistant may upgrade her skills and knowledge.
- (e) Level I status — those members of the C.D.N. & A.A. who successfully complete the NAIT Independent Study program in Basic Dental Assisting may apply for the C.D.N. & A.A. Practical Evaluation. Students successfully completing this evaluation will be presented with their Level I pin and diploma. Level I status is not granted without this evaluation.
- (f) Each year the C.D.N. & A.A. provides for its members an Annual Convention at the lowest possible fee. These Conventions are designed to meet the educational and social requirements of our members.

We would be pleased to welcome you to membership in the National Association. The C.D.N. & A.A. is the only national voice that dental assistants have in Canada. The Association plays a very vital and active role in deciding where the profession is going. We have membership on several federal government committees and on all Canadian Dental Association bodies which deal with education of dental assistants.

From the Office of the
Executive Director,
C.D.N. & A.A.
ELAINE WESLEY

2. Executive Director — Elaine Wesley is requesting complete co-operation from every member of C.D.N. & A.A. Many records were destroyed in the fire April 1979. Please forward any important informa-

tion to Elaine so that the records can be brought up to date. Elaine informed us that C.D.N. & A.A. would likely be moving into permanent office space within the next few months.

3. Budget & Finance — it was recommended that the Association 'lease to purchase', a four drawer fire proof file safe, so that as records are replaced they can be filed for safe keeping. Due to finances there will not be a mid winter Board Meeting in 1980. Hopefully this situation can be reviewed at the next Annual Meeting of C.D.N. & A.A. There is a possibility that there will be an increase in membership dues at the next annual meeting to take effect in 1980.

4. Constitution & By-Laws — The proposed By-law No. 1 and the Directors' Resolution which was By-law No. 2 have been approved in principle by Board of Directors, when these documents are ready for publication they will be published in the Journal of the C.D.N. & A.A. The solicitor suggested that now would be the time to implement a name change, in view of the fact that the fire destroyed the pins, the seal, stationery, etc. and that these items must be replaced immediately.

5. Convention — There was much discussion as to the feasibility of C.D.N. & A.A. having a Convention every year in conjunction with the C.D.A. Convention, that financially it might be advisable to hold a Convention every two years. The year C.D.N. & A.A. would not join the C.D.A. for a Convention, the Annual Meeting would be held in the C.D.N. & A.A. offices.

The date for the C.D.N. & A.A. Convention is July 13th to 16th in Halifax.

6. Nominations — since the Executive Director did not receive any nominations for President, Vice-President and Secretary prior to the meeting all three officers were returned to office by acclamation.

7. Communications — The only means of communication with all members of C.D.N. & A.A. is through the Journal. The editor, Denise Rogers would like more participation of the members by submitting appropriate articles for publication.

8. The Board of Directors was divided into three groups for a discussion period. This time proved to be very beneficial to everyone taking part. As information is received it will be published for your perusal.

MARGARET L. DEICHERT
Ontario Voting Representative
to C.D.N. & A.A.

ONTARIO DENTAL NURSES

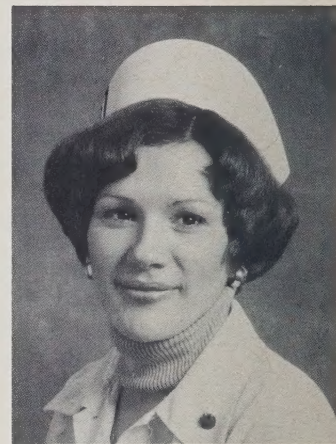
YOUR NEW 1979-80 BOARD OF DIRECTORS



Pat Howes, C.D.A.
PRESIDENT



Brenda Moffatt, C.D.A.
PRESIDENT ELECT



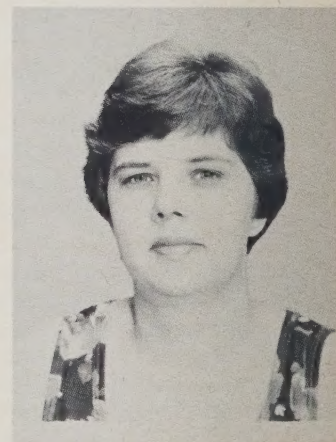
Pam Gignac, C.D.A.
VICE-PRESIDENT



Heather Mitchell, P.D.A.
SECRETARY



Susan Winter, P.D.A.
TREASURER



Ann Phippen
EXECUTIVE DIRECTOR

& ASSISTANTS ASSOCIATION

YOUR NEW 1979-80 ACCREDITATION DIVISION BOARD OF GOVERNORS



Margaret L. Deichert, C.D.A.
CHAIRPERSON



Patricia A. Miller, C.D.A.
VICE-CHAIRPERSON



Esther Reith, C.D.A.



Elsie Gallop, C.D.A.
SARNIA REPRESENTATIVE

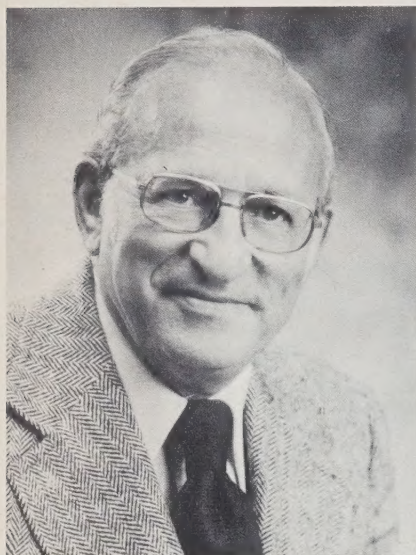


Lynn Morris, C.D.A.
WINDSOR REPRESENTATIVE



Elizabeth Anderson, C.D.A.

"WORKING WITH THE ELDERLY PATIENT — THE ROLE OF THE DENTAL NURSE"



IRWIN LIGHTMAN, B.A., D.D.S.

Dr. Lightman is the head of the Section on Geriatric Dentistry at Baycrest Centre for Geriatric Care. He is Chairman of the Committee for Geriatric Dentistry of the O.D.A., as well as President of the American Society for Geriatric Dentistry. He also serves as a member of the Advisory Committee to the Minister of Health (Ontario) on Geriatric Studies.

Dr. Lightman has lectured throughout the U.S.A. and Canada on the care of Geriatric patients. He was a speaker at our Winter Clinic Day, November 1978. Dr. Lightman has a private practice in Toronto.

The dental assistant's contribution to the treatment of the Geriatric patient is at least as important as that made by the dentist. The initial contact of the patient is usually with the nurse. It may be by telephone or if the patient comes into the office, personally, to arrange an appointment, then, again the nurse is the first contact.

An immediate rapport can result from this first contact. A pleasant and open approach to the patient helps. They will ask many questions and the nurse must be patient in answering all of them with care. What the patient is trying to determine is whether your particular office is really interested in elderly people and generally what your "office attitude" is going to be towards them.

As the patient observes your office and you, you also have the opportunity to make some observations concerning the patient. If the patient has come to the office alone it would indicate a certain degree of independence or self-reliance which is probably a good thing from the standpoint of successful treatment. This type of patient is usually fully ambulatory and you will probably treat him or her in much the same way as your middle-aged or young patient. They will "understand" what you are trying to do since you will be "explaining" your proposed treatment directly to them, for their consideration and approval.

On the other hand, the patient who is "brought" to the office, and is partially or wholly dependent on a member of the family in order to reach your office, presents an entirely different problem. In such cases you may have to work through their "third party" at all times.

Even the simple act of arranging an appointment may have to be handled by the "third party" so that all the things you plan to do **must** be discussed with the "third party" as well as the patient. They must both be informed of what you are doing. The dental nurse is an integral part of all this activity and must try to involve herself as deeply as the dentist in the planning and the execution of the work being done, since she too, will be asked questions by the patient and the "third party" about what is going on at each appointment.

If at all possible the dental nurse should engage in some form of conversation with the patient, either directly or indirectly. The nurse (and the doctor) must make some attempt to put themselves in the patient's space. The patient, particularly the elderly one, will bring to the office not only their immediate dental problems but problems based on a life-time of human experiences.

The only manner in which you can "tune-in" on the picture is to **talk** to the patient. Unfortunately, too little verbal contact is the rule in many dental offices. And yet how much better contact can you have with your patient, than a verbal exchange? "Getting to know your patient" opens up all kinds of otherwise lost advantages. We know, as members of the healing arts, a patient heals better and reacts more positively to treatment when he or she feels "understood" by the dentist or doctor or nurse. "Talking to the patient" is as important as knowing what procedure you should be using or what drug therapy is indicated.

One of the most important jobs of the dental nurse is to take a short medical history, which she will review with the dentist. A list of **all** drugs or medications being used by the patient should be made, indicating the exact daily intake of each drug. We have often asked the patient to bring all their drugs (in their containers) to the office and an accurate list of them is made and attached to the patient's chart.

The most important thing you, as a dental nurse, can do for your elderly patient, is to "put yourself in their place" and try to imagine what your life would be like under such circumstances, and what you expect or hope for from the individual who is taking care of your health needs. 🐾

NATIONAL CERTIFICATION

CANADIAN DENTAL NURSES & ASSISTANTS ASSOCIATION

A three day workshop for the Council on Certification and Provincial Representatives for National Certification was held in August in Lethbridge, Alberta. A representative from each province attended this very worthwhile workshop.

The council on Certification Meeting was held immediately following the workshop.

The Council suffered a great loss when the office of the C.D.N. & A.A. was completely destroyed by fire in April 1979. If you applied for Certification or Renewal around that time and have not received a reply, please contact me so that your information may be submitted again.

Anyone in Ontario who has a C.D.N. & A.A. Certification number over 1000 please get in touch with Elaine Wesley, Executive Director, C.D.N. & A.A. so that your records can be brought up to date.

It was the decision of the Board of Directors of C.D.N. & A.A. and the Council on Certification to change the name of Council to "The Council on Certification and Education".

WHY NATIONAL CERTIFICATION?

WHAT IS CERTIFICATION? National Certification is the recognition of your educational qualifications as a dental assistant.

The Council on Certification assists you in the maintenance of your educational status and provides you with the opportunity to maintain your status through courses offered by the Council. These Independent Study Courses have been prepared by dental educators who are knowledgeable in the field. These courses are offered to Nationally Certified Dental Assistants at a reduced fee.

The Council on Certification publishes a Certified Dental Assistants Newsletter which keeps you informed of changes in policy and keeps you abreast of changes in the field of dentistry. Articles which will be of special interest to the Certified Dental Assistant are chosen for this publication and this Newsletter is not available to dental assistants who are not certified by the C.D.N. & A.A.

Have you graduated from an accredited dental assisting program? Do you know what this means? If so how does this affect you? It could mean greater portability between the provinces without losing status. Accreditation means that the Canadian Dental Association with a team consisting of dentists and dental assisting educators have had the opportunity of assessing and placing a stamp of approval or rejection on the program. The curriculum, facilities, staff, resource materials and practical experience have all been assessed and must meet the standard approved by the Canadian Dental Association. The Council on Certification plays a major role in accreditation of dental assisting programs. The Council provides a listing of suitable dental assistants to serve on the dental survey team. The role of the National Association is to

provide competent dental assistants to serve on the following C.D.A. Councils and Committees:

1. Accreditation and Survey Policy
2. Council on Education
3. Health Care Council
4. Information Council

All of the above Councils and Committees in some way deal directly with the dental assistant and her chosen career. The Council on Certification with the support of nationally certified dental assistants play a vital role in the future of dental assistants. The Council on Certification would welcome you as a Nationally Certified Dental Assistant.

MARGARET L. DEICHERT
Provincial Representative
Council on Certification
C.D.N. & A.A.

C.D.N. & A.A. MEMBERSHIP CREDENTIALS 1979

Province	No. of Members, August, 1979
British Columbia.....	357
Alberta.....	880
Saskatchewan	166
Manitoba.....	133
Ontario	1553
Quebec.....	124
New Brunswick	85
Nova Scotia	23
Prince Edward Island	34
Newfoundland.....	26
Total Membership	3381

CFDE — IT'S YOUR FUND!

The Canadian Fund for Dental Education is controlled by the profession and its only objective is to advance dentistry.

So far it has supplied well over a million dollars for a variety of programs that directly or indirectly benefit every member of the dental health team and the public.

CFDE's programs include teacher training fellowships; dental school grants; research, teaching and students' conferences; accreditation surveys; etc.

Money to provide this much needed assistance comes from a number of sources, including business and industry, foundations, dental organizations, investment income and, most important of all, personal contributions from the dental profession.

OCTOBER IS CFDE MONTH! Please forward your tax deductible gift today!

Ontario Dental Nurses & Assistants Association Accreditation Division



This year we have planned a Winter Clinic Student Day Program to be held the day prior to Winter Clinic. It is our hope that all **Dental Assistant Students** from the Secondary Schools and the Community Colleges of Applied Arts & Technology Dental Assistant Programs will take advantage of this educational day that is being arranged for them.

This is the beginning of another year for the Accreditation Division

of the O.D.N. & A.A. We would like to hear from you the membership, if you have a specific problem you wish to bring to the attention of the Division, please contact me or the Accreditation Representative in your Association (refer to the address listing in the back of the Journal) so that it will be placed on the agenda for the Board of Governors Meeting in October.

MARGARET L. DEICHERT
Chairman, Accreditation
Division, O.D.N. & A.A.

May there never develop in us the notion that our education is complete, but give us strength and leisure and zeal continually to enlarge our knowledge. It is very important that we, as part of the Dental Health Team, make ourselves knowledgeable, concerning the methods and techniques used by our employer, the Dentist.

It is the aim of the Accreditation Division to make some of this knowledge available to all Dental Assistants, through the presentation of Continuing Education Programs. Dental Assistants must be made to recognize continuing education as a means towards self-fulfillment.

The following programs are available now:

Sept. 22, 1979

Thunder Bay — Speaker: Mr. Burt Sellick

Topic: *"Down From the Ceiling in the Dental Office"*

Oct. 20, 1979

Hamilton/Niagara & District

Speaker: Ms. Ros Burnham

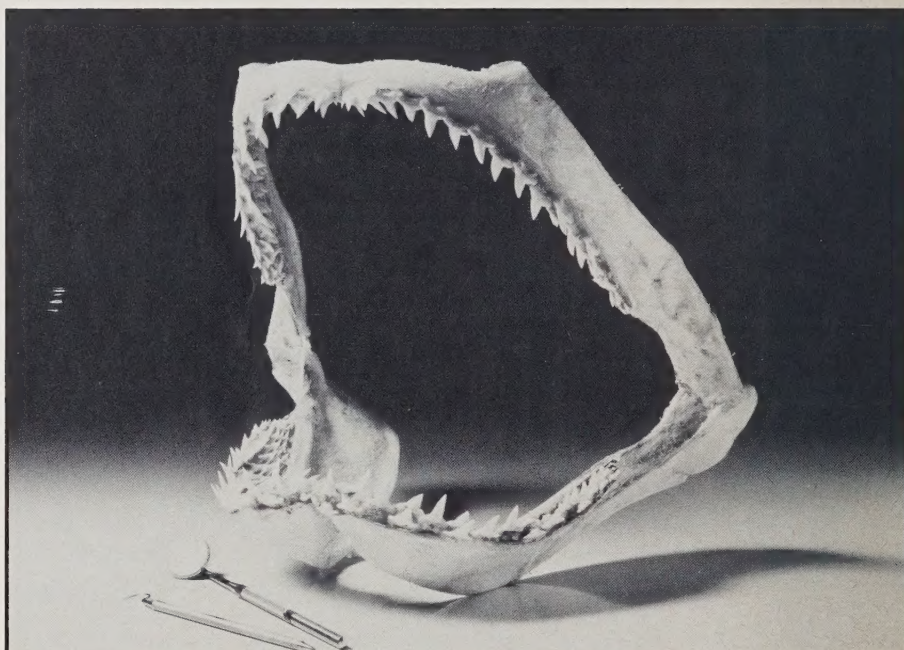
Topic: *"Nutrition & Dental Health"*

Nov. 10, 1979

Kawartha & District

Speaker: Dr. K. C. Titley, Dept. Paedodontics, Faculty of Dentistry University of Toronto
Topic: *"Paedodontics"*

Please mark these dates in your appointment book and plan to attend.



JAWS

(Sphyrna Mokarran)

Actually, most of our work is centred around homo sapiens. However, we are prepared to tackle your dentists' most difficult cases with the same skill, enthusiasm and technical expertise that has characterized our efforts for almost fifty years.

Let us "get our teeth" into your doctors' problem cases. Call us at 539-2065 in Woodstock or 821-1720 in Guelph for prompt pick-up service.



E.J. Pow Laboratories Inc.
The full service laboratory

GEORGE BROWN COLLEGE REQUIRES A DENTAL ASSISTANT

QUALIFICATIONS:

1. Minimum grade 12 education with a C.D.A. certificate.
2. At least 1 year working experience in a dental environment.
3. Excellent typing skills (60 w.p.m. minimum).
4. Good knowledge of dental equipment, supplies and inventory control essential.

DUTIES:

1. To maintain and dispense clinical supplies in a dental therapy clinic.
2. To provide secretarial services to the dental therapy and dental technology department.
3. Other related duties as assigned.

TO APPLY:

Please send covering letter and resumé (detailing education and experience) to:

The Personnel Officer,
George Brown College,
P.O. Box 1015, Stn. B,
Toronto, Ont. M5T 2T9

JANUARY — MARCH ISSUE 1980

DEADLINE DATE — JANUARY 9, 1980

Mail material to:

Mrs. Heather A. Nikolaew
Editor, O.D.N. & A.A. Journal
113 Cathcart Street,
LONDON, Ontario N6C 3M2
Phone: (519) 679-8208 (Residence)

In far too many instances the Editor has received meaningless slips of paper with unexplained material. PLEASE! All material should be accompanied by a letter, identifying the writer and region, explaining in what section of the Journal you would like it placed, or in some cases, explaining that it is being submitted by request, etc. I require as much information as possible.

PLEASE PRINT OR TYPE AND DOUBLE SPACE.

ARE YOU THINKING OF CHANGING YOUR JOB?

IN THE TORONTO AREA CALL:

Mr. Ian Hannah
1139 Royal York Road, Apt. 110B,
ISLINGTON, Ontario M9A 4A8
Phone: (416) 233-4390

There will be no charge to the Dental Assistant.

KAWARTHA & DISTRICT DENTAL NURSES AND ASSISTANTS ASSOCIATION

ACCREDITATION DIVISION

Presents

CLINIC DAY

Time: Saturday, November 10, 1979
from 9:00 a.m. til 4:30 p.m.

Place: Red Carpet Inn, Hwy. 35B, Lindsay, Ont.

Speaker: Dr. K. C. Titley, Assistant Professor,
Paedodontics, University of Toronto

Topic: "Paedodontics"

REGISTRATION FEE: (Includes Luncheon)

Currently Certified Dental Assistants
& Accredited Preventive Dental Assistants ..\$ 5.00
Non-Certified Members..... 10.00
Dentists and Other Auxiliaries..... 35.00
Students..... 5.00

REGISTRATION: For mail registration only —
Cut out and return this form with your cheque
payable to:

MRS. GAYLE GOLDEN — IN TRUST
Accreditation Division, O.D.N. & A.A.,
74 Orchard Park Road,
Lindsay, Ontario K9V 4V9

ADVANCE REGISTRATION FORM FOR KAWARTHA & DISTRICT DENTAL NURSES AND ASSISTANTS ASSOCIATION

Please Print Clearly

NAME _____

ADDRESS _____

CITY _____

POSTAL CODE _____

HOME PHONE _____

BUSINESS PHONE _____

Please state if different name required on receipt.

TO AVOID LOSS, NO TICKETS, RECEIPTS OR BADGES
WILL BE MAILED.
PLEASE PICK UP AT REGISTRATION DESK.

Letters to the Editor

To the Editor:

According to Webster's Dictionary **Apathy** is defined as

- Insensibility to suffering
- Passionless existence
- Indolence of mind
- Without feeling; indifference.

Does that sound familiar? Well it should, because I have just described a large majority of our members. Apathy, such a small word; such big connotations! I think our members should take a long look at themselves in a mirror and ask themselves "Does the shoe fit"?

Last year when the Royal College decided to take 'Rubber Dam Placement and Removal' from the duties of the Preventative Dental Assistant, Did **you** sign the Petition? Or did **you** write letters in protest? Did **you** attend over 50% of your Affiliate Dental Meetings? Did **you** attend Accreditation Clinic Day Seminars, which were held regularly through out the province? Did **you** attend Winter Clinic? Did **you** attend May Convention? (Were you *really* at all the seminars and lectures held especially for Dental Assistants?)

What about the Annual Meeting? You complain you want to know what's going on in your Association; Yet when the opportunity presents itself - **you** are no where to be found. **WHY?** Pure and simple **Apathy**. That word sure has a way of popping up. When will you realize that you have to become involved! In order for your Association to grow, we need your support. It is a proven fact there is strength in numbers.

Please; this year make every effort to attend your local Dental Association Meetings. Inform other Dental Assistants and encourage them to attend. Pass the word — your Association is only as strong as you make it.

The Accreditation Division has been sponsoring one day Clinic Seminars. I strongly urge you to attend as many of these seminars as possible. Your Accreditation Division works hard to present these clinic days. Since they are always on a Saturday there should be no excuse for such poor attendance. Why don't you mark your calendar now and plan to attend. (The dates are always in your Journal.) Speaking of the Journal, this is another area when apathy among Dental Assistants is appalling.

Last year at May Convention the Second Prize trophy for a Dental Assistant's contribution to the Journal went to a Doctor. Imagine A DOCTOR! Reason being? The apathy among the dental assistants was such that there wasn't even a second place finisher. Now that is a pretty sad state of affairs.

At Convention this year I would like to see this trophy presented to a Dental Assistant. However in order for that to happen, Dental Assistants will have to write some articles for *their* Journal. So ladies, take pen in hand and submit that article. Do you realize that if you were to thumb through some back issues of the Journal, the same names would keep popping up?

To name a few, Elsie Gallop; Pat Miller; Margaret Deichert; Millie Thomson; Nancy Block; Annette De Crombrugghe; Sue Hurn; Lola Tait; Esther Reith; Mary Scarrett. The list goes on but it seems that it is the same dedicated workers. These ladies are the back bone of our Association. Real Stalwarts. But where are **you**? Where are the new members? The new Blood. New Blood is our lifeline for new ideas and changes. Growth in our membership enables us to have a Strong Association. A strong Association means more power to support issues. It means more benefits to our members. Ladies get off your duffs. It all boils down to SUPPORT, and that is the name of the game.

Support your local Dental Association by attending Dental Meetings. **Support** your Accreditation Division by attending Clinic Days. **Support** your Journal by submitting articles.

We are all guilty of apathy to some extent but let's try to keep it to a minimum. Let's all get involved. Yes ladies; take a long look. Does this apply to you?

Are **you** an Active Member or do you *just* belong?

ELIZABETH E. ANDERSON, C.D.A.
111 Davisville Avenue Apt. 612
TORONTO, Ontario M4S 1G5
1-416-481-5918

EMPLOYMENT REJECTION:

Since May 1979 I have been trying to help my hearing-impaired friend find a job. There are many advertisements in the paper for dental assistants, but, as soon as I mention the hearing impairment — some telephone work becomes involved. The extent of her problem limits use of a regular phone as a volume control is necessary for her use.

My friend has good experience as she worked in a two-girl dental practice in Montreal for 4 years. She assisted the dentist and did the office work and some bookkeeping. The other girl acted as a receptionist and dealt with those duties accordingly.

Communication on a one-to-one basis is no problem; my friend is partially deaf, not dumb and she can carry on a conversation as well as a normal hearing person.

I, myself, have had a few years experience at chairside assisting and not once while I was at that job was "some telephone work involved". It simply amazes me that some Toronto dentists could be so prejudice, especially those with more than a one-girl office.

Anyone who has an opening for a good and loyal worker with references, please contact me at 1-416-633-5169 or by return mail.

DOREEN BENOUE, C.D.A.
4866 Bathurst St. #406
Willowdale, Ontario M2R 1X4

AFFILIATED ASSOCIATION NEWS

PAST EVENTS

BRANT DISTRICT

May 1979 — Our May meeting was held at the Venus Dining House in Ingersoll with 20 girls attending. A delicious roast beef dinner was enjoyed by all.

A business meeting followed with reports given by our treasurer and secretary. Edith gave a convention report and in the absence of Helen Smith her report was passed around.

A thank you was received from Pat Miller for our Association asking her to attend our March meeting in Port Dover.

Edith thanked all those, who participated in the Fashion Show, for making it such an enjoyable evening. She reported that thank you's had been sent to all the door prize donators as well as all the models. Pictures taken at the fashion show were passed around for the enjoyment of those present and will be kept in our archivist book.

Another social event is being planned and will be discussed at the executive meeting May 31 with details brought to the June meeting.

Our speaker for the evening was Rev. Ray Edwards of Woodstock, who gave an enlightening talk on "The Abused Child". He gave numerous personal experiences from the point of being an abused child himself, adopting an abused child and working in various communities with families abusing their children. He pointed out that there are numerous types of abuse - physical, verbal, mental and sexual. A most touching speaker.

June 1979 — Our June meeting was held at the Sportsman Restaurant in Cainsville with 15 girls enjoying an order "as you please" dinner.

Treasurer's and Secretary's reports were given and since no one had perfect attendance this year, except the President — Edith Rogers and Treasurer — Stephanie Lajosziak, no gifts were given out, as the Executive is exempt.

A letter was received from Lynn Rigole regretting that due to health reasons she would not be able to complete her term as vice-president.

The social event, in the form of a barbecue family picnic at Pinehurst conservation area, was discussed and due to lack of support was abandoned at this time.

Fund raising projects were discussed with several ideas brought to the floor.

Items to be brought to the floor and voted on were as follows:

1. Should we return to coffee and dessert meetings or keep our dinner meetings with a few alterations? It was a unanimous vote to continue having dinner meetings.

2. Should we change the order of proceedings at our meetings as follows to accommodate speakers who have driven quite a distance — Dinner, speaker, then business meeting. It was a unanimous vote to change the order as noted above.

3. Sunshine fund — Do you wish to have the practice of sending birthday and Christmas cards to our members continued or not? The majority voted to discontinue sending cards but to continue sending flowers in cases of sickness, births and deaths.

Edith Rogers thanked her executive of the past year for all their hard work in making it successful. A token of her appreciation was given out.

EDITH ROGERS
President

SUDBURY

March 1979 — Mr. Brian Fuller, an instructor-trainer in C.P.R., presented an introduction to the basic life support course which was offered on June 4, 5 and 6, 1979, for dental auxiliaries in the Sudbury area.

This meeting was a combined meeting of the O.D.H.A. and the O.D.N. & A.A.

April 1979 — A dinner meeting was held followed by the re-appointment by the membership of the executive which was elected in October 1978. This executive will serve until April 1980.

CHRISTINE DOW
Board Representative

TORONTO

June 1979 — Once again we held our June Finale at Second City. The popular theatre troupe's 13th Toronto revue, "For Whom the Bell Hops", was enjoyed by everyone.

THERESA CLAXTON
Secretary

JOURNAL "LUCKY DRAW"

Be sure to turn to PAGE ONE to find your "LUCKY DRAW" NUMBER. The winning number of the "LUCKY DRAW" will be published on page one in the January - March issue of the JOURNAL.

Good Luck
THE EDITOR

AFFILIATED ASSOCIATION NEWS

UPCOMING EVENTS

BRANT DISTRICT

The 1979-80 executive is as follows:

President Miss Edith Rogers, Paris
 Past President Mrs. Helen Smith, Brantford
 Vice-President Miss Stephanie Lagoszniak, Brantford
 Secretary Miss Janice Crawford, Paris
 Treasurer Miss Maria Saroka, Brantford
 Social and Archivist Miss Deborah Ball, Tillsonburg
 Official Hostess — Appointed Position Mrs. Helen Smith
 Accreditation Representative Miss Deborah Ball, Tillsonburg
 Board Representative Miss Lori Loose, Brantford.

EDITH ROGERS President

HALTON-PEEL

Executive 1979-80

PRESIDENT — Miss Anita Rice
 2541 Windjammer Rd., Mississauga, Ont. L5L 1H7
 (416) 828-5065
 VICE-PRESIDENT — Miss Shonna Black
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 (416) 453-2999
 SECRETARY — Miss Beth Simpson
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 TREASURER — Miss Isobelle Rodrigues
 1563 Sandgate Cres., Mississauga, Ont.
 (416) 822-1894
 BOARD REPRESENTATIVE — Mrs. Pat Rowan
 70 Lorraine Cres., Bramalea, Ont.
 (416) 453-9021
 CERTIFICATION REPRESENTATIVE — Mrs. Millie Thomson
 65 Hammond Rd., Streetsville, Ont.
 (416) 826-2587

Halton-Peel holds their meetings the third Wednesday of each month. Most meetings will be held at the Erin Mills Information Centre on Erin Mills Parkway just north of Dundas. However, we will be holding a couple of meetings in Bramalea at Bramalea Place.

An outline of this year's planned agenda is presented below but are not all confirmed at this time. Notices are sent 3 weeks in advance prior to meetings, so you are well informed.

We look forward to active participation from members in Halton-Peel.

Sept. 19 — Pot Luck Supper Information Centre
Sept. 22 — C.P.R. Clinic Day (Bramalea Place)
Oct. 17 — Dr. Greene,
 Public Health Information Centre
Nov. — No Meeting (Winter Clinic)
Dec. 12 — Wine & Cheese
 Christmas Party (Bramalea Place)
Jan. 16/80 — Dr. Cohen or Dr. Goldman, Periodontists
 Information Centre
Feb. 20 — Mr. C. Rice,
 St. Johns Ambulance Information Centre
Mar. 12 — Dr. Lang, Ortho Information Centre
 or Dr. Burns, Endo
April 19 — Elections,
 Dinner Meeting Ambrosia Restaurant
May — No Meeting — May Convention
June 18 — Marg Dechart,
 Certification Information Centre

Submitted by
 ANITA L. RICE President
 (Halton-Peel) D.N. & A.A.

HAMILTON

Tuesday, Sept. 18, 1979

7:30 p.m., Ewart Angus Centre, McMaster
 Dr. R. Malcolm: Nutrition for Health
 Meeting with Dentists.

Tuesday, Oct. 16, 1979

6:30 p.m., Hillcrest Restaurant
 Mrs. Lynne Smith: A Trip to the Jungle.

Tuesday, Nov. 20, 1979

6:30 p.m., Hillcrest Restaurant
 Dr. Don McFarlane: R.C.D.S. Regulations

Wednesday, Dec. 12, 1979

6:30 p.m., Royal Connaught Hotel
 Christmas Party with Dentists

Tuesday, Jan. 15, 1980

6:30 p.m., Hillcrest Restaurant
 Physiotherapy: Bosses' Night

Tuesday, Feb. 19, 1980

6:30 p.m., Hillcrest Restaurant
 Dr. Ken Southward: Nutrition

Tuesday, Mar. 18, 1980

6:30 p.m., Hillcrest Restaurant
 T.L.C. Boutique Fashion Show

April, 1980

O.D.N. & A.A. Convention

Tuesday, May 20, 1980

6:30 p.m., Hillcrest Restaurant
 Elections and Wrap Up

The Executive Officers for 1979-80 are listed as follows:

PRESIDENT — Mrs. Gail Scriver
 46 Terrace Dr., Dundas, Ont. L9H 3X2
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 IMMEDIATE PAST PRESIDENT — Mrs. Vera Williams
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 (416) 689-8522
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 (416) 632-3937
 VICE-PRESIDENT — Mrs. Rita Cicero
 10 Bettina Ave., Hamilton, Ont. L8K 3M5
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 RECORDING SECRETARY — Mrs. Marilyn Cutaia
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 CORRESPONDING SECRETARY — Mrs. Helga Reid
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 REPRESENTATIVE TO THE BOARD OF GOVERNORS
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 57 Barons Avenue North, Hamilton, Ont. L8H 5A5
 (416) 549-6711
 ACCREDITATION REPRESENTATIVE — Mrs. Sharron Hatoski,
 886 Lawrence Road, Hamilton, Ont. L8K 2A3
 (416) 549-6848

Submitted by
 VERA WILLIAMS,
 Past President

KINGSTON

The 1979-80 Executive Officers are listed as follows:

PRESIDENT — Ruth Tutak
R.R. 2, Lyn, Ont.
(613) 342-4318
1st VICE-PRESIDENT AND BOARD OF GOVERNORS — Diane Pike
30 Peden Blvd., Brockville, Ont. K6V 3K3
(613) 342-2170
2nd VICE-PRESIDENT — Judy Greek
1046 Pinewood Place, R.R. 3, Kingston, Ont. K7L 4V2
(613) 389-8304
SECRETARY — Nancy Bregg
1089 Pinewood Place, R.R. 3, Kingston, Ont. K7L 4V2
(613) 389-8306
TREASURER — Faye Unger
686 High Gate Park Dr., Kingston, Ont. K7M 5Z9
(613) 389-7701

Submitted by
NANCY BRÉGG,
Secretary

LONDON

Tuesday, Sept. 18 — Open meeting to all auxiliaries in the London area. The meeting is to be held in the "Busby Room" at Victoria Hospital, London. The speaker is Cheryl Leeder, R.N. from the Burn Unit at Victoria Hospital. Topic: "Burns". Meeting to commence at 7:30 p.m. Tea and Coffee to follow.

Tuesday, Oct. 16 — "Wine and Cheese" put on by "Denco" — London Branch, 245 Pall Mall Street. Guest Speaker is Shirley O'Neil who will be speaking on "Clefts". A film entitled "We're All Different Somewhere", will be shown.

Tuesday, Nov. 20 — Dinner Meeting. Details regarding time and place will be announced at the September meeting. The speakers will be Nancy and Gerald Wright and the topic will be "Child Abuse".

Tuesday, Dec. 18 — Christmas Social. The date set for this social is subject to change. Details will be announced at our November meeting. Girls will be asked to bring a toy. These toys will be donated to the Salvation Army Children's Village as they have in past years.

Please find the 1979-80 Executive listed below:

PRESIDENT — Ms. Joyce Robinson, C.D.A.
VICE-PRESIDENT — Miss Helen Crowe, C.D.A.
TREASURER — Mrs. Marie Bernardo, C.D.A.
SECRETARY — Miss Lorraine McParland, C.D.A.
BOARD REPRESENTATIVE — Miss Helen Crowe, C.D.A.

Submitted by
MARY LOU FISCHER, C.D.A.
London Association

NIAGARA DISTRICT

The Members of our new Executive are as follows:

PRESIDENT — France Cienik
VICE-PRESIDENT — Anne Montgomery
TREASURER — Lynne Hebert
ACCREDITATION OFFICER — Pat Jones
BULLETIN EDITOR — Sue Sorley
SECRETARY — Laura Petris

Tentatively, we have planned the 1979-80 agenda. We hope you'll find it both enjoyable and interesting.

October — Welcome the Niagara College students to the Association

November — Dr. Kostandoff - Oral Surgery

December — Christmas Pary

January — Cardio-Pulmonary Resuscitation

February — Dr. Doucet - Orthodontics

March — Self Defense for Women

April — Elections

May — Dr. Grehan - Hypnotherapy

June — Congratulations to the newly certified Dental Assistants and Preventive Dental Assistants.

We hope you plan on attending. Further information about times, dates, and places will be provided in our bulletins.

REMEMBER: On Saturday, October 20, 1979, there is a clinic day at Prudommes Hotel. Our guest speaker is Miss Roz Burnham, and her topic will be "Nutrition and Dental Health". It will be held at the Top Brass Room from 9:00 a.m. to 5:00 p.m. Please plan on attending. Pre-registration is encouraged. For any information, please consult your July-September 1979 Journal.

LAURA PETRIS
Secretary

SARNIA

The following is a list of the 1979-80 Executives for the Sarnia Association:

PRESIDENT — Sue Hyatt
1255 Sandy Lane #703, Sarnia, Ont., 337-8774
SECRETARY — Jill McDonald
1381 Spartan Ave., Sarnia, Ont., 542-6258
TREASURER — Elsie Gallop
125 College South, Sarnia, Ont., 336-8456
PROGRAM — Karen Gould
451 Maude St., Petrolia, Ont., 882-2817

Elsie Gallop is also our Certification Representative and also our Association Representative for 1979-80.

Yours truly,
JILL McDONALD
Secretary

SIMCOE COUNTY

Our meetings are held the second Tuesday of every month at the Georgian College School of Nursing, 61 Wellington St. W., Barrie, at 7:30 p.m. unless otherwise notified.

Sept. 11th — Pot Luck Supper — Business meeting and outline of program

Oct. 9th — Hairdresser — re: proper hair care

Nov. 13th — Travel Agency — Where to spend your winter holidays

Dec. 11th — Christmas Dinner and exchange of gifts

Remainder of the program to be announced when arrangements are made.

The following list is of the 1979-80 Executive for the Simcoe County Association:

PRESIDENT — Mrs. Christine Evans
118 -4th St. E., Collingwood, Ont. L9Y 1T7
(705) 445-6642
VICE-PRESIDENT — Mrs. Diane Thompson
237 Cook St., Barrie, Ont. L4M 4H4
(705) 726-1337
SECRETARY & TREASURER — Mrs. Sharon MacPherson
3 Tracey Dr., Alliston, Ont. L0M 1A0
(705) 435-9007
SOCIAL CONVENOR — Mrs. Elaine Borthwick
R.R. #1, Wasaga Beach, Ont.
(705) 429-2506
CERTIFICATION & BOARD REP. — Mrs. Annette de Crombrughe
319 King St. N., Box 1136, Alliston, Ont. L0M 1A0
(705) 435-5167

MRS. ANNETTE DE CROMBRUGGHE
Board and Certification Rep.

SUDBURY

The following is a list of the 1979-80 Executive Members:

PRESIDENT — Mrs. Susan Andrews
712 Highway 69 N., Hanmer, Ont. P0M 1Y0
VICE-PRESIDENT — Mrs. Carol Betty
977 Buckingham Dr., Sudbury, Ont. P3A 1E9
TREASURER — Mrs. Denise Roy
2678 Main St., Apt #2, Blezard Valley, Ont. P0M 1E0
SECRETARY — Mrs. Mollie Humphreys
20 Mooney St., Sudbury, Ont. P3B 3H4
BOARD AND ACCREDITATION REP. — Mrs. Christine Dow
1262 Wedgewood Dr., Sudbury, Ont. P3A 3E2

Sept. 20, 1979 — The Changing Role of Women".
Speaker: Ms. Linda James.

Oct. 20, 1979 — "Emergencies in the Dental Office".
Speaker: Dr. J. Vavra. One day seminar at Cambrian College

Nov. 22, 1979 — T.B.A.

Dec. 20, 1979 — Christmas Party

Jan. 24, 1980 — Combined meeting with the O.D.H.A.

Feb. 21, 1980 — T.B.A.

Mar. 20, 1980 — T.B.A.

April 24, 1980 — Business Meeting

Proposed Topics for T.B.A. (to be announced) Meetings

1. Hypnosis in Dentistry
2. Dentistry for the Handicapped
3. Communications: 'Do I Say What I Mean?'

CHRISTINE DOW
Board Representative

TORONTO

Sept. 79 — On Wednesday, September 26, 1979 at the Chelsea Inn, Dr. Ross Barlow from Hamilton will be speaking to us on the topic of "Dental Radiography". Cocktails will be served at 7:00 p.m. and dinner follows at 7:30 p.m.

Please find the 1979-80 Executive listed below:

PRESIDENT — Miss Elizabeth Anderson
VICE-PRESIDENT — Miss Ellen Cloke
SECRETARY — Miss Theresa Claxton
TREASURER — Miss Nancy Block
BOARD REPRESENTATIVE — Miss Elizabeth Anderson
ACCREDITATION REPRESENTATIVE — Miss Susan Hurn

THERESA CLAXTON
Secretary

WATERLOO-WELLINGTON

September — The "Uniform Salon" in Kitchener will be presenting us with some new fall fashions in uniforms. The fashion show will take place at Sir John's Restaurant in Market Square, Kitchener on September 19th. All girls will receive 10% discounts up until a certain date.

October — Our guest speaker on October 17th will be Dr. Barlow From Hamilton. He will be giving us a presentation about radiation in our offices.

November — Nutrition will be the topic for discussion on November 21st presented by Mrs. Lorna Miller a Nutritionist, in the area.

December — Christmas time at the Walper House. Full of songs and entertainment by our own girls. On December 12th this will all take place.

The following is a list of the 1979-80 Executive Members:

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15 Foresthill Dr., Kitchener, Ont.
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PRESIDENT — Sherry Sullivan
11 Overlea Dr. #804, Kitchener, Ont. N2M 5C8
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PRESIDENT ELECT — Myrna Eby
60 Hickson Dr., Kitchener, Ont. N2B 2H6
(519) 743-7059
VICE-PRESIDENT — Sherry Mleinek
307-88 Brybeck Cr., Kitchener, Ont. N2M 2C6
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658-4729
ACCREDITATION — Beth Kennedy
358 Craigleith Dr., Waterloo, Ont. N2L 5B7
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250 Frederick St. #402, Kitchener, Ont. N2H 2N1
(519) 576-7761
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WENDY THALER
Corresponding Secretary

WINDSOR

The following is a list of the 1979-80 Executive Members of the Windsor Association:

PRESIDENT — Lynn Morris
1217 Harrison Ave., Windsor, Ont. N9C 3J4
VICE-PRESIDENT — Lucy Santamaria
3251 Curry Ave., Windsor, Ont. N9E 2T4
SECRETARY — Undecided.
TREASURER — Debbie Eldon
5810 Dalton, Windsor, Ont.
COMMITTEE CHAIRPERSON — Pam Gignac
301 Laurier Dr., LaSalle, Ont. N9J 1L8
ACCREDITATION REPRESENTATIVE — Lynn Morris
REPRESENTATIVE TO THE BOARD — Lynn Morris

LYNN ANN MORRIS
President, W.D.N. & A.A.

ONTARIO DENTAL NURSES & ASSISTANTS ASSOCIATION BOARD OF DIRECTORS 1979-80

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*Miss Patricia Howes, C.D.A.,
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Mrs. Brenda Moffatt, C.D.A.
(See President-Elect)

CONVENTION MANAGER 1980

Mrs. Patricia Miller, C.D.A.
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Sarnia Rep.

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Windsor Rep.

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*Indicates preferred mailing address.



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